



LEDBURY TOWN COUNCIL

TOWN COUNCIL OFFICES, CHURCH STREET, LEDBURY

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14 April 2023

TO: Councillors Howells, Hughes and Morris

Dear Councillors

You are invited to attend a meeting of the Grant Funding Working Party to be held on **Wednesday, 19 April 2023 at 3.00 pm in the Committee Room, Council Offices, Ledbury**, for the purpose of transacting the business shown in the agenda below.

Yours faithfully

Angela Price
Town Clerk

A G E N D A

1. **Apologies for absence**
2. **Declarations of Interests**

To receive any declarations of interest and written requests for dispensations.

Members are invited to declare disclosable pecuniary interests and other interests in items on the agenda as required by the Ledbury Town Council Code of Conduct for Members and by the Localism Act 2011.

(Note: Members seeking advice on this item are asked to contact the Monitoring officer at least 72 hours prior to the meeting)

3. **To approve and sign as a correct record the minutes of a meeting of the Grants Funding Working Party held on 15 March 2023**
(Pages 149-154)
4. **Update on final Great Places to Visit expenditure**
(Pages 155-159)

6. Date of next meeting

To note that the next meeting of the Grants Working Party will be scheduled at the Finance, Policy & General Purposes Committee, subject to the Working Party be established in the new Administration.

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LEDBURY TOWN COUNCIL

**MINUTES OF A MEETING OF THE GRANTS FUNDING WORKING PARTY
HELD ON 15 MARCH 2022**

PRESENT: Councillors Howells, Hughes, and Morris

ALSO PRESENT: Angela Price – Town Clerk
Charlotte Barltrop – Minute Taker

29. APOLOGIES

None received.

30. DECLARATIONS OF INTEREST

Councillor Hughes declared an interest in the Grant Application from Ledbury Carnival due to Mrs Hughes being a member of the Carnival Committee.

31. TO APPROVE AND SIGN AS A CORRECT RECORD THE MINUTES OF A MEETING OF THE GRANTS FUNDING WORKING PARTY HELD ON 12 DECEMBER 2022

RESOLVED:

That the minutes of the meeting of the Grants Funding Working Party held on 12 December 2022 be approved and signed as a correct record.

32. UPDATE ON OUTSTANDING FUNDING AND PROPOSED GREAT PLACES TO VISIT (GPV) PROJECTS

The Clerk updated the members on the current status of the proposed projects. The Clerk advised that there were issues with the Town Council undertaking works on Riverside Walk due to the Council not having a Licence to Cultivate. Therefore, any remaining funds to be allocated to the public realm would be used to carry out work on the town trail. Members were advised that the Litter Bins, Dog Poo bins and replacement swings had been ordered, and would be paid for in advance of 31 March. They were advised that the Deputy Clerk was obtaining quotes for the supply and fit for the gate at Dog Hill Woods, and the Tow Bar and Trailer, and that the Clerk and Administrator needed to discuss the options for TIC signage and agree to get this ordered to ensure it could be purchased and invoices received and paid by 31 March, which is the deadline for the GPV funding. .

Members discussed projects which may be considered in order that the remaining £4,800 be spent before 31 March 2023. These ideas included planters for the town centre, Feather banners and additional bases for use around Ledbury for events. Branded items to be handed out by Ledbury Town

Council at events and a sound system which could be used at various events which are held in Ledbury Town Centre in order to attract visitors.

It was also discussed whether the World Book Day could be funded retrospectively as this was an event which brought many visitors to town which did meet the criteria.

RESOLVED:

That the update on the outstanding funding and proposed projects be received and noted.

33. GRANT APPLICATIONS RECEIVED FOR CONSIDERATION PRIOR TO SUBMISSION TO FINANCE, POLICY & GENERAL PURPOSES COMMITTEE

Members gave consideration to the Grant applications to recommend to the Finance, Policy & General Purposes Committee meeting scheduled for Thursday, 23 March 2023 that they meet the Council's criteria.

£500 or less

1. John Masefield High School - £500 – RHS Sustainable Garden Project 2023 – Open Spaces Act 1906 ss. 9-10

There was discussion regarding this application as to whether it was permissible due to the possibility that JMHS is an academy. It was agreed that the Clerk would investigate this matter and provide an update in the report to the Finance Committee.

2. Ledbury Children's Centre - £350 – Continuation of existing Project "Helping Local Families Connect with Nature. Learning about food growing and how to look after the world around them." – Open Spaces Act 1960 ss. 9-10

It was agreed that this application met the criteria.

3. Ledbury Community Day - £300 – To enable local, mainly voluntary, groups in and serving Ledbury to showcase what they do for Ledbury residents by a special Community Day Event – Local Government (Miscellaneous Provisions) Act 1976 s 19

It was agreed that this application met the criteria.

4. Three Counties Home Educator's - £500 – Signs for the Wildlife garden – Open Spaces Act 1906 ss. 9-10

It was agreed that this application met the criteria.

Over £500

1. Bosbury Scouts – £1,008.00 – 1st Bosbury Scout Group Covid Recovery Project – to help the group fully recover from the impact of the Covid Pandemic - Local Government (Miscellaneous Provisions) Act 1976 s. 19.

It was agreed that the Clerk would enquire as to how many of the Scouts are Ledbury Residents, noting that the criteria could be met for these Scouts if the troupe do not meet in Ledbury.

2. Ledbury Places - £4,600 – To improve acoustics and visual experience of events – Power to encourage tourism - Local Government Act 1972s. 144

The Chair was concerned what type of equipment Ledbury Places planned to purchase, as he felt the cost quoted in the application appeared high. It was suggested that there may be a way that any equipment purchased by LTC may be available for use. The Clerk was asked to gain further information on the type of equipment LP were proposing to purchase.

Councillor Morris asked that it be recorded that he felt that whilst the application does meet the criteria he did was disappointed that they had not indicated in their application that they had applied for funding from any other source other than the town council, and that he would ask the Finance Committee to consider not supporting this application on these grounds. He also noted that Ledbury Places had received a number of grants from Ledbury Town Council over past years.

3. Ledbury Places - £750 – To replace dressing up costumes for Children's learning and play area - Local Government (Miscellaneous Provisions) Act 1976 s. 19

It was agreed that this application met the criteria, however members felt that £500.

Councillor Morris reiterated his comments as above.

4. Ledbury Carnival Association - £1,000 – "Countryside Fun" Carnival 2023 - Power to encourage Tourism -Local Government Act 1972s. 144

It was agreed that this application met the criteria.

5. Ledbury Maritime Cadets - £ 2,000 – Ongoing costs and part funding to renew tubes on 5.4 metre sea rider safety boat - Local Government (Miscellaneous Provisions) Act 1976 s. 19

It was agreed that this application met the criteria.

6. Ledbury Poetry - £5,000 – for marketing – Power to encourage Tourism - Local Government Act 1972s. 144

It was agreed that this application met the criteria, however it was discussed that the applicant has been in receipt of a large grant from Arts Council England.

Multi-year

1. Community Voluntary Action Ledbury & District (CAL) – To assist with the continued service to provide transport within Ledbury and the District via the Ring and Road scheme – Local Government and Rating Scheme Act 1997 s. 26

Year 1 - £12,000

Year 2 - £12,000

Year 3 - £12,000

It was agreed that this application met the criteria and that there was funding of £10,000 earmarked for this project in the 2023/24 budget.

2. LEAF (Locally Encouraging All to Flourish) – to benefit people of all ages who are residents of Ledbury and the surrounding district. The funding would enable one person to be employed one day per week to provide listening and guidance service to clients referred by GP's. LEAF would provide a volunteer Chaplain to also work on day per week –Local Government Act 1972 s. 137 Financial Assistance

Year 1 - £10,440

Year 2 - £10,440

Year 3 - £10,440

Chaplain £5,000

Counselling £5,040

Kintsugi £400

It was agreed that whilst this application met the criteria, LTC would not be able to pay £20,000 in the first year. Therefore, the Clerk was asked to find out what the priorities are for this project to assist the Finance Committee when considering the application.

3. Ledbury Carnival Association - To help support the future of the Carnival in Ledbury - Power to encourage Tourism -Local Government Act 1972s. 144

Year 1 - £3,500

Year 2 - £4,000

Year 3 - £4,500

It was agreed that this application met the criteria.

RESOLVED:

That the Finance, Policy & General Purposes Committee be advised of the comments above from the Grants Working Party when considering the grants at their meeting on 23 March 2023.

34. DATE OF NEXT MEETING

To note that the next meeting of the Grants Working Party is scheduled for Wednesday, 12 April 2023

The meeting ended at 3.45 pm.

Signed Date
(Chair)

GRANTS WORKING PARTY	19 APRIL 2023	AGENDA ITEM: 4
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Report prepared By Angela Price – Town Clerk

UPDATE ON OUTSTANDING FUNDING AND PROPOSED PROJECTS

Purpose of Report

The purpose of this report is to provide Members of the Grants Working Party with information in relation to the final expenditure via the Great Places to Visit fund.

Detailed Information

At the meeting of Council held on 2 March 2023 Members were advised that there was an outstanding sum of £9,180.55 remaining unspent of the Great Places to Visit Fund, and that Herefordshire Council's Senior Policy & Fundraising Officer had asked whether Ledbury Town Council could find something to spend the remaining funds on. Subsequently, an email was sent to all Members and staff asking for suggestions on how the remaining funds might be spent.

A number of items were agreed and subsequently as of 31 March 2023 £89,531.38 had been spent of the £90,000 fund, leaving just £468.62 unspent.

During a call with an officer from Hereford Council Economy & Place the Clerk advised of the current expenditure, and they asked that we spend the remainder if possible, rather than them having to claim it back. Therefore, the Deputy Clerk is currently sourcing a wheel lock for the trailer and a tarpaulin to cover the weeding machine, which it is anticipated will make use of all of the remaining funds.

Recommendation

That Members note the above information and the attached expenditure form provided to Hereford Council.

Great Places to Visit

Town Council	Ledbury	Contact details for queries	
		Name	Angela Price
		Telephone	01531632301
Claim Period	March 2023	Email	clerk@ledburytowncouncil.gov.uk

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Expenditure Profile Summary

Allocation	Total claimed in this claim	Proposed future spend											
		April 2022	May 2022	June 2022	July	August	September	October	November	December	Jan 2023	Feb 2023	March 2023
£90,000	£1,0089.80	£8,340.00	£1,691.86	£14,219.61	£4,687.07	£2,167.00	£17,939.56	3,086.79	4,253.56	£2,200.00	£22,234	0.00	£8711.93



HM Government



Declaration

I apply for payment towards the expenditure detailed above. I certify that to the best of my knowledge:

1. The information in this form is true and correct.
2. The expenditure declared is in respect of items eligible for, and approved for, support under the terms of the Funding Agreement.
3. All supporting evidence from invoice through to defrayal is held by the Town Council and will be provided on request. Failure to provide the required evidence may result in clawback of grant.

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Signed on behalf of the Town Council (Insert Electronic Signature)	<i>A Price</i>
Name (block capitals):	ANGELA PRICE
Position in Organisation	TOWN CLERK
Date:	13 April 2023



HM Government



Herefordshire Council

Line ID no	Cost Category (Revenue or Capital)	Delivery partner	Procured contract number	Supplier Name	Supplier VAT Number	Invoice Reference Number	Invoice Date	Defrayal reference Number	Expenditure Description	Total Invoice (excluding VAT)	Total Irrecoverable Vat	Total Eligible Value (N+O)
1.	Revenue			Ledbury & District Society		2023/HT217	02.03.2023	28.03.2023	TIC	70.00	0	70.00
2	Revenue			Broxap	GB592526420	BRX0010	07.03.2023	28.03.2023	Public Realm	1214.90	242.98	1457.88
3	Revenue			Busy Bees, Ledbury			24.02.2023	23.03.2023	World Book Day	50.00	0	50.00
4	Revenue			Looby Lou Parties			01.03.2023	28.03.2023	World Book Day	130.00	0	130.00
5	Revenue			Red Penguin		7525	27.02.2023	28.03.2023	World Book Day	191.63	0	191.63
6	Revenue			Ledbury in Bloom			21.03.2023	31.03.2023	Public Realm	359.77	0	359.77
7	Revenue			G P Perkins		GPP27032316	27.03.2023	31.03.2023	Public Realm	455.40	0	455.40
8	Revenue			Electromarket destiny			28.03.2023	31.03.2023	Town Events	815.83	163.17	979.00
9	Revenue			Hereford Electrical Services	700898430	45364	29.03.2023	31.03.2023	Public Realm	581.76	116.35	698.11
10	Revenue			BJM Plant & Machinery	771696782	4325	28.03.2023	31.03.2023	Public Realm	2880.00	576.00	3456.00
11	Revenue			Online playgrounds		SIN051212	17.03.2023	31.03.2023	Public Realm	318.60	63.72	382.32
12	Revenue			National Pens		ONTT9CX-61L47-8R1	28.03.2023	31.03.2023	Town Events	278.99	55.80	334.79
13	Revenue			Data Comms	703812986	104430	28.03.2023	31.03.2023	Town Events	87.05	17.41	104.46
14	Revenue			Ledbury Library Dev Group				31.03.2023	World Book Day	460.00	0	460.00
15	Revenue			Hereford Council	701204013	91543553	16.03.2023	31.03.2023	World Book Day	66.00	0	66.00

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16	Revenue				15881	17.02.2023	28.03.2023	World Book Day	40.00	0	40.00
17	Revenue							The Sign People	712.00	142.40	854.44
								TOTAL	8711.93	1377.83	10,089.80